

***SANTA ROSA COUNTY BUILDING  
INSPECTION DEPARTMENT***  
**APPLICATION FOR RESIDENTIAL MOBILE HOMES**  
**\*APPLICATION FOR PERMIT MUST BE MADE BY LICENSED  
MOBILE HOME INSTALLERS ONLY**

**\*\*ONLY ZONE 2 & ZONE 3 MOBILE HOMES  
ARE ALLOWED IN SANTA ROSA COUNTY\*\***

DATE: \_\_\_\_\_ PERMIT NO: \_\_\_\_\_  
ZONING CLASSIFICATION: \_\_\_\_\_ FLOOD ZONE: \_\_\_\_\_  
ISSUED BY: \_\_\_\_\_

- Mobile Homes are identified by a sticker from the Department of Housing and Urban Development (HUD).
- Recreational Vehicles (RV's) are not allowed in Santa Rosa County for permanent residence. RV's are identified by a sticker from the Department of Transportation (DOT).
- Modular Homes are identified by a sticker from the Department of Community Affairs (DCA). HUD Homes and DCA Homes are distinctively different units. For permits for DCA Homes, please use the Residential Building Application.

1. Owner's Name (Person Applying for Permits) \_\_\_\_\_  
a. Owner's Mailing Address \_\_\_\_\_ Phone # \_\_\_\_\_
2. Property Owners Name: \_\_\_\_\_
3. Street Address of Property: \_\_\_\_\_  
a. Subdivision Name: \_\_\_\_\_  
b. Parcel # of Property: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
(Section) (Township) (Range) (Subdivision) (Block / Parcel) (Lot)  
c. Driving Directions (from this office) \_\_\_\_\_

4. # of Bedrooms: \_\_\_\_ ; # of Bathrooms: \_\_\_\_ ; Length & Width of MBH \_\_\_\_\_ Year of MBH \_\_\_\_\_
5. Will this MBH be serviced by Public Water? \_\_\_\_\_ If Yes, which company? \_\_\_\_\_
6. Must attach copies of **Plot Plan** and **Septic Tank Permit** or **Sewer Tap Receipt**
7. Please complete the following Driveway Information:  
a. Is the Road: County Paved \_\_\_\_ County Dirt \_\_\_\_ State \_\_\_\_ Private \_\_\_\_ City \_\_\_\_  
b. Is the Driveway: New \_\_\_\_ Existing \_\_\_\_  
c. What is the End of the Driveway Type: Culvert \_\_\_\_ Swale \_\_\_\_ Curb & Gutter \_\_\_\_ Flat \_\_\_\_

# **PLUMBING**

**Project Information:***Description of Work to be Done:*

9. Residential \_\_\_\_\_

10. Is This Project for:      New Construction \_\_\_\_      Existing Building \_\_\_\_      (Change-Out \_\_\_\_; Repair/Alteration \_\_\_\_)

## **DISCLOSURE STATEMENT**

2001 Florida Statutes, 320.8249(1)

“Any person who engages in mobile home installation shall obtain a mobile home installers license from the Bureau of Mobile Home and Recreational Vehicle Construction of the Department of Highway Safety and Motor Vehicles pursuant to this section.”

2001 Florida Administrative Code, Rule 15C-2.0073(1)

“(1) Installers License Required.

No person may perform manufactured/mobile home installation unless licensed by the department pursuant to Section 320.8249, F.S., regardless of whether that person holds a local installer’s license or any other local or state license.”

**\*\*Only Licensed Mobile Home Installers may purchase Mobile Home Block and Tie Down or Plumbing Permits in Santa Rosa County.\*\***

Applicant Name: \_\_\_\_\_

Installer Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone No. \_\_\_\_\_

Installer License Number: \_\_\_\_\_

Fax No. \_\_\_\_\_

\*\*\*\*\*

**2001 Florida Statutes, 713.135 (6)**

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.

AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

\_\_\_\_\_  
Agent Signature (Including Contractor)\_\_\_\_\_  
Contractor’s Signature\_\_\_\_\_  
Date\_\_\_\_\_  
Date\_\_\_\_\_  
Notary as to Agent\_\_\_\_\_  
Notary as to Contractor

My Commission Expires: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

# ***Santa Rosa County Building Inspection Department***

**Santa Rosa County Administrative Center  
6051 Old Bagdad Hwy, Room 202  
Milton, FL 32583**

**MARTIN C. RILEY  
Building Official**

**TELEPHONE  
850/626-2244  
850/432-2244  
FAX 850/623-1208**

## **MEMORANDUM**

TO: All Mobile Home Applicants

DATE: May 20, 1999

SUBJECT: Required Information Regarding Mobile Home Installation

1. Santa Rosa County Ordinance, # 98-17, Land Development Code, Article 6.05.07 (N)

*Skirting:* Skirting is required around the base of all mobile homes between the ground and bottom of the structure.

Skirting shall be installed after all the required inspections are conducted. A two (2) week period will be allowed after the inspections for the installation of skirting and will be verified by code enforcement.

2. Santa Rosa County Ordinance, # 98-17, Land Development Code, Article 2.06.01

*Penalties:* Any person, firm or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists the enforcement of any of the provisions of this ordinance shall be punishable as a misdemeanor and fined accordingly (upon conviction, be fined up to \$500.00 or imprisoned for not more than sixty (60) days, or both, and in addition shall pay all costs and expenses involved in the case). Each day a violation exists shall constitute a separate offense. Nothing herein contained shall prevent Santa Rosa County from taking such other lawful action as is necessary to prevent or remedy any violation, including, but not limited to, civil action for injunctive relief.

3. State of Florida Administrative Code, 15C-1.01031

*Installation Standards for HUD Manufactured Homes and Park Trailers in Exposure "D" Areas:* All HUD manufactured homes and park trailers constructed after July 13, 1994, that are located in Exposure "D", Wind Zone II or Wind Zone III, shall have a data plate affixed in the home by the manufacturer as proof that the home meets the design standards. In flood prone areas the foundation shall comply with the requirements set forth in the manual, Manufactured Home Installation in Flood Hazard Areas, FEMA 85/September 1985, published by the Federal Emergency Management Agency (FEMA) and hereby incorporated by reference.

**\*\*ONLY ZONE 2 & ZONE 3 MOBILE HOMES  
ARE ALLOWED IN SANTA ROSA COUNTY\*\***

\_\_\_\_\_  
Date

\_\_\_\_\_  
Homeowner's Signature

# Santa Rosa County

## Building Inspection Department

Manufacturers Name \_\_\_\_\_  
Roof Zone \_\_\_\_\_ Wind Zone \_\_\_\_\_  
# of Sections \_\_\_\_\_ Width \_\_\_\_\_ Length \_\_\_\_\_ Year \_\_\_\_\_ Serial # \_\_\_\_\_  
Installation Standard Used: (Check one) Manufacturers Manual \_\_\_\_\_ 15C-1 \_\_\_\_\_

### SITE PREPARATION

Debris and Organic: Material Removal \_\_\_\_\_ Compacted Fill \_\_\_\_\_ Page # \_\_\_\_\_  
Water Drainage: Natural \_\_\_\_\_ Swale \_\_\_\_\_ Pad \_\_\_\_\_ Other \_\_\_\_\_ Page # \_\_\_\_\_

### FOUNDATION:

Soil Bearing Capacity \_\_\_\_\_ OR Assumed 1000 PSF \_\_\_\_\_ Page # \_\_\_\_\_  
Footing Type: Poured in Place \_\_\_\_\_ Portable \_\_\_\_\_ Size and Thickness \_\_\_\_\_ Page # \_\_\_\_\_  
I-Beam or Mainrail Piers: Single Tiered \_\_\_\_\_ Double Interlocked \_\_\_\_\_ Page # \_\_\_\_\_  
Size of Piers \_\_\_\_\_ Placement O/C \_\_\_\_\_ Page # \_\_\_\_\_  
Perimeter Pier Blocking: Size: \_\_\_\_\_ Placement O/C \_\_\_\_\_ Page # \_\_\_\_\_  
Ridge Beam Support Blocking Size: \_\_\_\_\_ Number \_\_\_\_\_ Location(s) \_\_\_\_\_ Page # \_\_\_\_\_  
Ridge Beam Support Footer: Size: \_\_\_\_\_ Number \_\_\_\_\_ Location(s) \_\_\_\_\_ Page # \_\_\_\_\_  
Center Line Blocking: Number \_\_\_\_\_ Size: \_\_\_\_\_ Location(s) \_\_\_\_\_ Page # \_\_\_\_\_  
Special Pier Blocking Required: (Fireplace, Bay window, Etc.) YES \_\_\_\_\_ NO \_\_\_\_\_ Page # \_\_\_\_\_  
Mating of Multiple Units: Mating Gasket \_\_\_\_\_ Type Used \_\_\_\_\_ Page # \_\_\_\_\_  
Fasteners: ROOFS Type and Size \_\_\_\_\_ Spacing \_\_\_\_\_ O/C \_\_\_\_\_ Page # \_\_\_\_\_  
Fasteners: ENDWALLS Type and Size \_\_\_\_\_ Spacing \_\_\_\_\_ O/C \_\_\_\_\_ Page # \_\_\_\_\_  
Fasteners: FLOORS Type and Size \_\_\_\_\_ Spacing \_\_\_\_\_ O/C \_\_\_\_\_ Page # \_\_\_\_\_

### ANCHORS

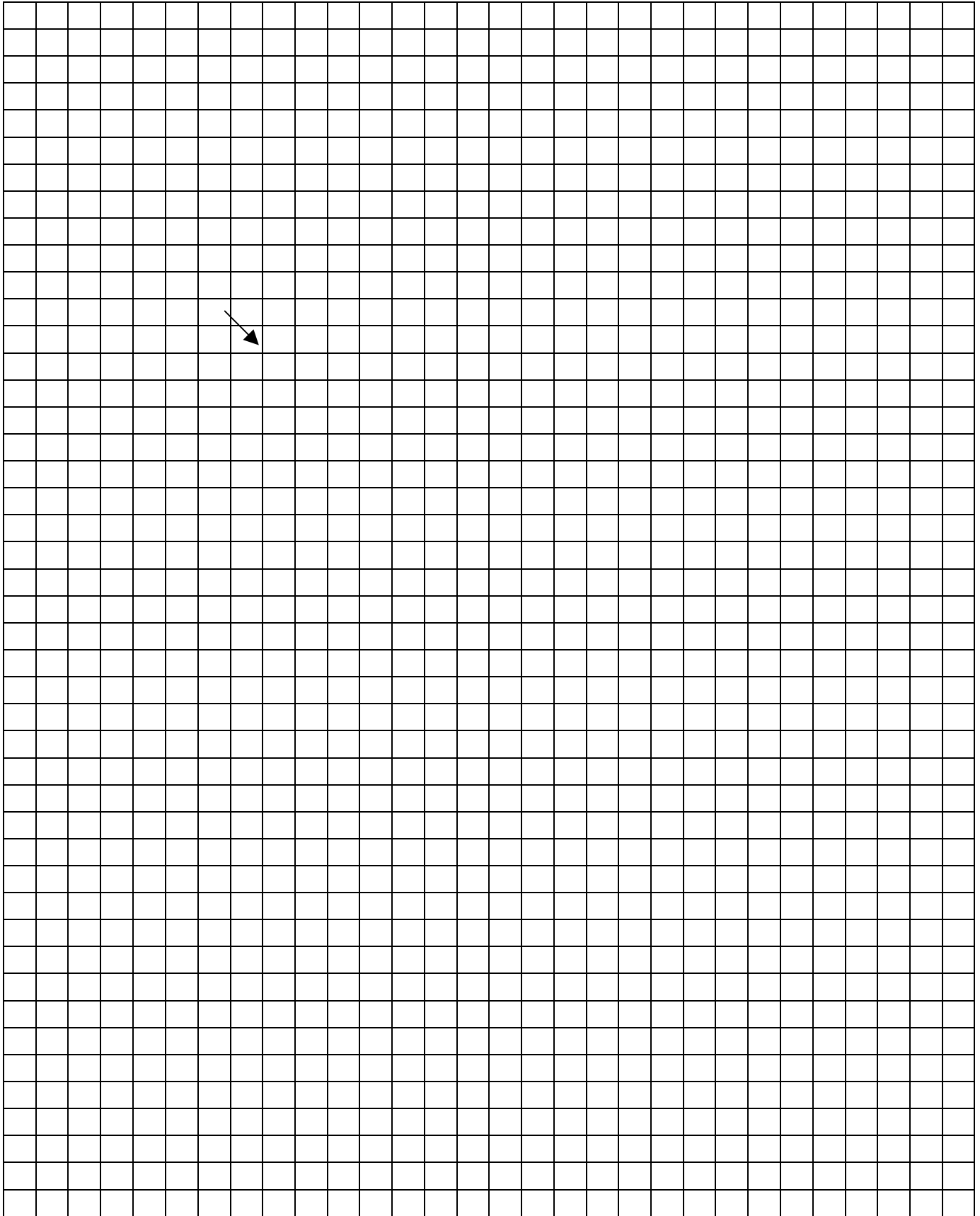
Type 3150 Working Load \_\_\_\_\_ 4000 Working Load \_\_\_\_\_ Page # \_\_\_\_\_  
Height of Unit: (Top of Foundation or footer to Bottom of Frame: \_\_\_\_\_ Page # \_\_\_\_\_  
Number of Frame Ties: \_\_\_\_\_ Spacing \_\_\_\_\_ O/C Angle of Strap \_\_\_\_\_ Degrees \_\_\_\_\_ Page # \_\_\_\_\_  
Number of Over Roof Ties: (If required) \_\_\_\_\_ Page # \_\_\_\_\_  
Number of Sidewall Anchors \_\_\_\_\_ Zone II \_\_\_\_\_ Zone III \_\_\_\_\_ Page # \_\_\_\_\_  
Number of Centerline Anchors \_\_\_\_\_ Number of Stabilizer Devices \_\_\_\_\_ Page # \_\_\_\_\_  
Vents Required for Underpinning(1 SF/150 SF of Floor Area) Number \_\_\_\_\_ Page # \_\_\_\_\_

## Soil Load Bearing Test

? \_\_\_\_\_  
X STREET SIDE \

- ## REAR OF TRAILER

**This Site Rounded Down to:** \_\_\_\_\_ **PSF**



**PLEASE SHOW LOCATIONS OF ALL  
PIER/BLOCKS/FOUNDATION 1 SQUARE = 5 FEET**